

The NRR Office Instruction System consists of various procedures and guidance documents. These documents are intended to help the NRR staff perform their jobs and also to explain NRR processes to agency stakeholders. The office instructions are public records and are available on the NRC electronic recordkeeping system (ADAMS). An index of the NRR Office Instructions is provided below. To obtain a copy of an NRR Office Instruction, click on the "Web-Based Access to ADAMS" link, either the Office Instruction number (e.g., "ADM-100") into the search field, and press enter.

Web-Based Access to ADAMS
<http://www.nrc.gov/reading-rm/adams/web-based.html>

OI NUMBER **SUBJECT****ADMINISTRATIVE**

ADM-100	Preparing and Maintaining NRR Office Instructions
ADM-101	NRR Process Improvement Program
ADM-200	Delegation of Signature Authority
ADM-201	Preparing, Maintaining and Revising The NRR Operating Plan
ADM-202	NRR Policy on Property Management
ADM-203	License Fees Certification Process
ADM-301	Information Technology (IT) Management
ADM-302	Web Management
ADM-304	ADAMS Document Submission and Use
ADM-305	E-Rule Implementation
ADM-307	Freedom of Information Act Requests
ADM-308	NRR External Training Policy - NRC Form 368
ADM-309	NRR Office Moves
ADM-310	Information Quality Guidelines
ADM-400	NRR Policy on Time and Labor Reporting
ADM-402	Unescorted Access at Nuclear Power Sites
ADM-403	Radiation Protection Procedures for NRR Personnel
ADM-404	Human Resources Field Policy Handbook
ADM-405	NRR Quality Initiative Program

BUDGET

BUD-101	NRR Internal Planning, Budgeting and Performance Management (PBPM) Process (DRAFT)
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COMMUNICATIONS

COM-101	NRR Interfaces with NMSS
COM-102	NRR Interfaces with the Office of the Inspector General
COM-103	NRR Interfaces with the Advisory Committee on Reactor Safeguards (ACRS)
COM-104	NRR Interfaces with the Office of Enforcement
COM-105	NRR Interfaces with the Office of Investigations
COM-106	Control of Task Interface Agreements
COM-107	Reports of Misconduct by NRC Staff
COM-109	NRR Interfaces With the Office of the General Counsel
COM-201	Public Outreach and Communication Plans
COM-202	Meetings With Applicants, Licensees, Vendors or other Members of the Public
COM-203	Informal Interfacing and Exchange of Information with Licensees and Applicants
COM-204	Interfacing with Owners Groups, Vendors and NEI
COM-206	Industry-Sponsored Seminars and Conferences
COM-207	Procedures for Reviewing and Approving Speeches, Presentations, Papers, and Journal Articles by NRR Staff and Contractors

INTERNATIONAL

INTL-100	International Activities
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LICENSING

LIC-100	Control of Licensing Bases for Operating Reactors
LIC-101	License Amendment Review Procedures
LIC-102	Relief Request Reviews
LIC-103	Requests for Exemption from NRC Regulations
LIC-105	Managing Regulatory Commitments Made by Licensees to the NRC
LIC-106	Issuance of Safety Orders
LIC-107	Procedures for Handling License Transfers
LIC-108	Procedure for Conducting NRC Staff Reviews of Off-Site Emergency Preparedness for Licensed Operating Power Reactors
LIC-200	Standard Review Plan (SRP) Process
LIC-201	NRR Support to Hearing Process
LIC-202	Procedures for Managing Plant-Specific Backfits and 50.54(f) Information Requests
LIC-203	Procedural Guidance for Preparing Environmental Assessments and Considering Environmental Issues
LIC-204	Handling Requests to Withhold Proprietary Information From Public Disclosure
LIC-300	Rulemaking Procedures
LIC-400	Procedures for Controlling the Development of New and Revised Generic Requirements for Power Reactor Licensees
LIC-401	NRR Operating Experience Program
LIC-500	Processing Requests for Reviews of Topical Reports
LIC-501	Program Coordination for Risk-Informed Activities
LIC-502	Procedure for Development, Implementation, and Management of Actions Plans
LIC-503	Generic Communications Affecting Nuclear Reactor Licensees

OVERSIGHT

OVRST-101	Procedures for Tracking Inspection Reports for Inspections Conducted By NRR Headquarters Staff
OVRST-200	Management of Allegations
OVRST-300	NRR Audit/Self-Assessment Program

RENEWAL

RNWL-100	License Renewal Application Review Process
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